



TIDEWATER COMMUNITY COLLEGE  
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## Tidewater Community College - Classified Association Meeting Minutes

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**Date:** 12/7/2023

**Time:** 11:00 a.m.

**Place:** Zoom

**Attendance:** Barbara Vinson-Ratliff (Ex-Officio), Debbie Willis (P), Emily Simmons (VB), Gia Lawrence (P), Jackie Fernandez (PD Fund Admin), Larissa Reed (VB), Paula Wood (VB), Ruth DeCarmo (P),

**Absent:** Ellen Langston (P), Jennifer Wilkinson (N/D), Roosevelt Gray (VB), Stacey Newton (N/D)

Voting membership is currently 13, quorum equals 8.

**Call to order:** The meeting was called to order by Gia Lawrence, with 6 voting members present.

**Minutes:** Minutes from last meeting not yet approved.

### **Classified Professional Development Fund update: Jackie Fernandez**

CPDF balances as of 12/7/23.

Requested - \$25,832.95

Requested %- 28.9%

Remaining balance - \$63,667.05

### **Discussion:**

\*Increasing individual CPDF funding from \$1500 to \$3000. Vote taken by email and increase was passed on 12/13/23. Jackie sent information out to Classified staff.

\*We are planning a virtual Professional Development Day during Spring Break.

- Invite Beth Lunde to present an HR update session.
- Invite motivational speaker (Barbara will speak to professor at Va. Beach campus)
- Planning committee will meet soon to begin planning.

\*Debbie let members know that Alicia Voda was interested in replacing Adrian Baker as the MAL for Workforce. Gia will contact her.

\*We will need to begin process for Employee of the Year nominations in January.

\*January Meeting will be held on 1/11/24 instead of 1/5/24.

## **Campus Reports**

**Chesapeake:**  
**Staff Changes:**

**Events:**

**Staff Changes:**  
**Events:**

**Portsmouth:**

**Staff Changes:**  
**Events:**

**Virginia Beach:**  
**Staff Changes:**  
**Events:**

**Next Meeting:** Thursday, January 18, 2024

Submitted by  
Debbie Willis, Secretary

Approved: January 17, 2024